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Contract Database Metadata Elements

Title: **Cochecton, Town of and Cochecton Unit, CSEA Local 1000, AFSCME, AFL-CIO, Sullivan County Local 853 (2000)**

Employer Name: **Cochecton, Town of**

Union: **Cochecton Unit, CSEA, AFSCME, AFL-CIO**

Local: **1000, Sullivan County Local 853**

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Cochecton, Town Of And Csea Local
853 (Town Of Cochecton Unit)

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TO
BC

AGREEMENT

by and between the
TOWN OF COCHECTON

and the

**CIVIL SERVICE
EMPLOYEES ASSOCIATION, INC.**

Local 1000, AFSCME, AFL-CIO

CSEA

Town of Cochecton Unit
Sullivan County Local 853

January 1, 2000 – December 31, 2004

NY'S PUBLIC EMPLOYMENT RELATIONS BOARD
RECEIVED

DEC 3 1 2001

CONCILIATION

5

TOWN OF COCHECTON

P.O. Box 295
Lake Huntington, NY 12752

Office of Supervisor

SALVATORE B. INDELICATO
285 Tyler Road
Narrowsburg, NY 12764
(914) 252-7113

December 29, 2001

NYC PUBLIC EMPLOYMENT RELATIONS BOARD
RECEIVED

DEC 31 2001

CUNCILIATION

Mr. Anthony Zumbolo
Public Employment Relations Board
80 Wolf Road
Albany, New York 12204-2604

Dear Mr. Zumbolo:


Please make reference to your letter of September 14, 2001 regarding a Public Employment Relations Board Contract Analysis Program form which has been completed and is being returned to your office.

I spoke to David Bauer of your office and he suggested in that there was no new contract at the time we spoke and it appeared we were at the final stages of the process that I should wait until the new contract was finalized and then submit the enclosed form.

While the contract was signed on November 9, 2001, we were under the impression that the Union would be sending us a bound copy of the contract. In that we have yet to receive it, I duplicated a copy of the contract that both the Union and the Town signed and I am forwarding it with the forms we received.

I believe that I have completed the form as required. In the event additional information is required, kindly let me know.

Sincerely,


S. B. Indelicato

Enc.

cc: Robert O'Connor - CSEA

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This Agreement, made by and between the Town of Cochection, hereinafter referred to as the "Town" and the Civil Service Employees Association, Inc., Local 1000, AFSCME, AFL-CIO, for the Town of Cochection Unit, Sullivan County Local 853, hereinafter referred to as the "Union".

ARTICLE 1 - Preamble

It is the intent and purpose of the parties that this Agreement covering rates of pay, hours of work, and conditions of employment will promote and establish a basis for securing cooperation, harmony, and good will between the Town, its officials and employees, and the Union and its members.

ARTICLE 2 - Recognition and Probationary Period

2.1 The Town of Cochection recognizes the Civil Service Employees Association (CSEA) as the sole and exclusive representative for all full time or part time permanent, provisional, or probationary employees in the Town's Highway Department, with the exception of the Highway Department Superintendent. All new employees will serve a six month probationary period before becoming permanent. However, new employees will not be eligible for fringe benefits (including holidays and leave accruals) until after 90 days from their date of hire.

2.2 The Town recognizes the Civil Service Employees Association (CSEA) as the sole and exclusive representative for collective negotiations, grievances, and matters which may be appealed to the Public Employment Relations Board, or the Courts.

ARTICLE 3 - Duration of Agreement

3.1 This agreement shall become effective 1/1/2000 and expire 12/31/2004. In the event negotiations for a successor agreement extend beyond the expiration date of this agreement, all of the terms of this contract shall remain in effect until a new agreement is reached. All of the terms of subsequent agreements shall become effective on the first calendar day following the expiration of the previous contract.

3.2 In the event both parties are unable to reach agreement during contract negotiations, and in the event an agreement cannot be reached with the assistance of a mediator, the Town and the Union shall submit all issues on which agreement cannot be reached, to final and binding arbitration. Either party may apply to the New York State Public Employment Relations Board for the purpose of selecting an arbitrator. The decision of the arbitrator shall be binding on both parties and the fee and expenses for such arbitration shall be equally shared by the Town and the Union.

ARTICLE 4 - Payroll Deductions

4.1 The Union shall have the exclusive right to payroll dues deductions. The Town will deduct membership dues from the paycheck of each employee who has signed a membership card authorizing such deductions. Such dues will be remitted to the Treasurer, Civil Service Employees Association, Inc., 143 Washington Avenue, Albany, New York 12210 on a payroll period basis.

4.2 The Town agrees to deduct an agency shop fee from the wages of any employee represented by the CSEA who is not a member of the Union. Such fee shall be an amount equivalent to the membership dues. The Town shall forward this fee, along with a listing of those employees who are agency fee payers only, to the Treasurer, Civil Service Employees Association, Inc., 143 Washington Avenue, Albany, New York, 12210, on a payroll period basis.

4.3 The CSEA shall have exclusive rights to payroll deductions that are authorized by employees covered by this Agreement, for Union sponsored insurance and benefit program premiums, and the PEOPLE fund. Such deductions shall be remitted to the Treasurer, CSEA, Inc., 143 Washington Avenue, Albany, New York 12210 on a payroll period basis.

ARTICLE 5 - Employee Organization Rights

5.1 The Union and its designated representatives shall have the sole and exclusive right with respect to any other employee organization to visit members of the bargaining unit, during working hours, to administer this Agreement and to explain CSEA sponsored benefits and programs. The Union representative will notify the Highway Superintendent prior to the visit, with a minimum of one day advance notice.

5.2 The Union and its designated representatives shall have the sole and exclusive right to meet with members of the bargaining unit after normal working hours, on the Town's premises, or property, for the purpose of discussing terms and conditions of employment and CSEA sponsored benefits and programs.

ARTICLE 6 - Employee Job Descriptions

Employee job descriptions, as certified by the Sullivan County Personnel/Civil Service Department, will be attached to the contract in Appendix B. The job descriptions shall be those which are on file with the Sullivan County Department of Civil Service; any additional unspecified duties must be related to the job title.

ARTICLE 7 - Work Day/Work Week

7.1 The work day, work week beginning 9/15 and ending 4/30, shall be 7 a.m. to 3:30 p.m., Monday through Friday, 40 hours per week, 8 hours per day. Employees shall have a 1/2 hour lunch period daily, which will not be included in the work day. Beginning 5/1, through 9/14, the work day, work week, shall be 10 hours per day, 4 days per week, Monday through Thursday. The work day shall begin at 7:00 a.m. and end at 5:30 p.m., with a 1/2 hour lunch period daily, which will not be included in the work day.

7.2 The starting and ending dates for the winter and summer hours, as well as the daily starting and finishing times, may only be changed by mutual agreement, between the Town and the Union. However, the Town or the Union may propose such change no later than 2 weeks prior to the effective date.

7.3 Employees shall be entitled to one 20 minute work break per day, included in the work day, from 9:30 a.m. to 9:50 a.m. If working conditions do not allow for a break at that time, an alternate break period may be arranged with the Highway Superintendent.

ARTICLE 8 - Overtime

8.1 All hours worked outside of the normal work day, or work week, that is, all hours other than 7 a.m. to 3:30 p.m., Monday through Friday, from 9/15 through 4/30, and other than 7 a.m. to 5:30 p.m., Monday through Thursday, from 5/1 through 9/14, shall be considered as overtime hours. All hours in excess of 40 hours per work shall also be considered as overtime. All overtime hours shall be compensable at the rate of 1.5 times the employee's regular rate of pay.

8.2 When an employee is required to work on a holiday, he/she shall be paid for the holiday at the regular rate of pay, and shall be compensated for all hours worked at the overtime rate.

8.3 Holidays and approved time off shall be considered as time worked for the purpose of computing overtime.

8.4 When employees are called back to work after normal working hours they shall be considered on-duty from the time they received the call. Employees shall be required to report as soon as possible after being called, but shall not be paid for more than 1/2 hour following a call to return to work and arriving at the work site.

8.5 Employees who are called back to work after normal working hours, will be paid a minimum of 1 hour at the overtime rate.

8.6 All overtime shall be paid at the applicable overtime rates with the understanding that payment shall be in money.

ARTICLE 9 - Meal Breaks and Meal Allowance

9.1 Employees who are required to report to work immediately prior to the start of their work day or required to continue working after the end of their work day, shall be entitled to a ½ hour paid meal break, provided the early starting time or late finishing time is 2 hours or more.

9.2 Through December 31, 2001, employees shall receive a meal allowance of \$2.50 for each continuous 4 hours of overtime.

9.3 Effective January 1, 2002, employees shall receive a meal allowance of \$4.00 for each continuous 4 hours of overtime.

ARTICLE 10 - Compensation

10.1 The hourly wage rates shall be as follows:

	Foreman	HMEO	MEO	Laborer
Effective 1/1/00: (3.75%) effective	13.30	12.26	12.04	10.00
1/1/01: (4.0%) effective	13.83	12.75	12.52	10.40
4/1/02: (4.5%) effective	14.46	13.33	13.08	10.87
4/1/03: (4.5%) effective	15.11	<u>13.93</u>	13.67	11.36
4/1/04: (4.5%)	15.79	14.55	14.28	11.87

10.2 On the first regular pay day after execution of this contract, employees will receive their retroactive checks. These sums will be paid in two (2) checks; one check for all retroactive pay for the period 1/1/2000 through 12/31/2000 and a second check for all retroactive pay for the period 1/1/2001 through the last day of the prior two-week pay period. Checks will be itemized to indicate the amount of straight time and overtime wages. To implement the one-week pay lag, employees will not receive any pay due for the then ending two-week pay period. One week later, the employees will be paid for the last two week pay period, thereby implementing the one-week lag. Wages paid for pay periods following the lag will be paid at the applicable pay rates in effect at that time.

10.3. Wages thereafter will be paid every two weeks. Following the implementation of the one-week lag, employees will be paid one week after the last day of the pay period.

10.4 Longevities shall be paid on the first pay period in December of the effective year in separate checks. These longevities shall be non compounding. Longevity rates shall be as follows:

	5 years	10 years	15 years	20 years	25 years
effective 1/1/02:	\$100.00	\$200.00	\$300.00	\$400.00	\$500.00
effective 1/1/03:	\$200.00	\$400.00	\$600.00	\$800.00	\$1,000.00
effective 1/1/04:	\$300.00	\$600.00	\$900.00	\$1,200.00	\$1,500.00

ARTICLE 11 - Leaves

11.1 Employees shall have the following paid holidays:

New Year's Day	Labor Day
Martin Luther King Day	Columbus Day
Lincoln's Birthday	Election Day
Memorial Day	Veterans Day
Independence Day	Thanksgiving Day
Presidents Day	Christmas

When a holiday falls on a Saturday, it will be observed on the preceding Friday. When a holiday falls on a Sunday, it will be observed on the following Monday.

11.2 Employees shall receive 10 days of sick leave per year. The Town may require a doctor's certificate from an employee who has been absent from work for 3 or more consecutive days. Anyone employed by the Town of Cochection on or before December 31, 1982, with more than 30 days accrued sick leave, will be frozen at that number. Anyone employed by the Town of Cochection on or after January 1, 1983 may only accumulate up to 30 days sick leave. After an employee has worked for the Town for a period of 10 years and has acquired vested rights and does leave Town service, the Town will pay said employee for up to 30 days of his/her unused sick leave. (Durward Powell has 92 days and, upon leaving, will be paid for up to 92 days provided he has not used them prior to that time.)

11.3 Effective January 1, 2001, employees shall receive four (4) personal leave days per year, which shall be non cumulative.

11.4 Bereavement leave of 3 days per occasion shall be granted to employees for a death in their immediate family. Immediate family shall be the employee's spouse, children, spouse's children, mother, father, brother, sister, grandmother, grandfather, grandchildren, mother-in-law, or father-in-law.

11.5 Employees shall be entitled to vacation according to the following schedule:

After 1 year of employment – 1 week

After 2 years of employment – 2 weeks

1 extra day for each year after 5 years of employment up to a total of 3 weeks. Effective 1/1/02, employees will accrue 1 additional day of vacation for each year after 13 years of employment up to a total of 4 weeks vacation at the 18th year. If vacation time is not used up, it can be carried over no more than 1 year and can only be taken with the approval of the department head.

If a holiday falls during an employee's vacation period, such holiday will not be counted as a vacation day.

ARTICLE 12 - Insurances

12.1 All present employees of the Town (except those specified in Article 12.2) who belong to the bargaining unit, shall be eligible to participate in the Sullivan County Platinum Family Plan, or Individual Plan, at no cost to the employee. The Town may change medical insurance plans during the term of this contract to a plan that is equal to or better than the present coverage. The Town will notify the Union 60 days in advance of such changes, to allow the Union time to determine whether or not the proposed plan is equal to or better than the coverage that is in effect. Should a disagreement arise as to whether or not the proposed plan is equal to or better than the existing insurance plan, the parties agree to submit the matter to binding arbitration to resolve the disagreement.

12.2 All new employee of the Town of Cochection Highway Department hired after January 1, 1997 will be offered the Sullivan County Platinum plan, individual coverage, and will be required to pay 50% of the difference in cost between the single coverage and the family plan if he or she wishes to participate in the family coverage.

12.3 All employees shall receive disability insurance as provided by the standard coverage of New York State Disability Insurance, at no cost to the employee.

ARTICLE 13 - Retirement

All employees who belong to the bargaining unit shall be eligible for retirement plan options 75-i, and 41-j.

ARTICLE 14 - Past Practices

A past practice is defined as a custom or practice known and agreed to by both the Town and the Union which has existed for at least 2 contract periods and which establishes a term or condition of employment not addressed in other provisions of this agreement. The term past practice for the purpose of this contract is limited to the following, if any, specifically enumerated customs or practices and no other activity. The past practices listed below are agreed to by both the Town and the Union. In addition to the enumerated past practices, the Town and the Union agree that two (2) additional past practices will be permitted, should same be discovered at a later date during the duration of this agreement. The enumerated past practices are:

List of past practices

1. -
2. - None
3. - etc.

ARTICLE 15 - Uniform Allowance

The Town will provide each employee with 5 T-shirts per year and an annual work boot allowance of \$50.00. The Town will also supply to each employee work gloves, rainwear, winter jackets, and any safety equipment necessary for the safe and healthful performance of the employee's job.

ARTICLE 16 - Leave for Volunteer Fire Fighters. Ambulance Drivers

Employees who volunteer to respond to fire duty or ambulance driver duty will not be charged for such absences, provided their absence from their Town job will not endanger or impair the Town's responsibilities for the public safety of its Citizens.

ARTICLE 17 - Lay-Off

The Sullivan County Civil Service Rules for lay off and recall of competitive class employees, shall be applicable to non-competitive and labor class employees who belong to the bargaining unit.

ARTICLE 18 - Grievance Procedure

18.1 In the event informal means of resolving differences between the Town and its employees fail, the following procedure shall be used to resolve such differences.

18.2 A grievance shall mean any violation, misinterpretation, or improper application of this agreement, or past practice. Additionally, the grievance procedure may be resorted to by an employee who is subject to formal discipline and disputes the appropriateness of the charges or penalty. An appeal of formal disciplinary action must be based on substantial grounds for making such an appeal. The grievance appeals process for disciplinary action shall be in lieu of the rights provided under sections 75 and 76 of the New York State Civil Service Law. All permanent employees shall have the right of appeal of disciplinary action in accordance with the procedures of this Article. The penalties the Town may impose for misconduct or incompetence shall be a letter of reprimand, a fine not to exceed \$100, a suspension of not more than 60 days, demotion, or discharge from employment.

18.3 The grievant, or appellant, may file a grievance on his/her own behalf, or the Union may file a grievance on behalf of its members, or the bargaining unit. However, only the Union may appeal a grievance to arbitration.

18.4 Step 1 Any employee having a grievance shall present it in writing to the Highway Superintendent. The Highway Superintendent shall render his/her decision within 5 working days of receipt.

Step 2 If the response at step 1 is unsatisfactory, the grievant shall present it to the Town Supervisor. The Town Supervisor shall render a decision within 10 working days of receipt.

Step 3 If the decision at step 2 is unsatisfactory, the Union may appeal the decision by applying to the Public Employment Relations Board for an arbitration hearing, pursuant to the rules of the Public Employment Relations Board (PERB). The costs for the arbitrator and the filing fee will be borne by the losing party (this does not include the parties attorney's fees; each party is responsible to pay their own attorney). The decision of the arbitrator shall be final and binding upon both parties to this agreement.

ARTICLE 19 - Seniority

Seniority shall be defined as length of continuous service from the employee's first date of hire. A leave of absence of one year or less will not constitute a break in service. Leaves of absence, for the purpose of this article alone, shall mean any leave provided by statute or civil service rule. When an individual is on a leave of absence as provided by statute or civil service rule, he/she shall not continue to accrue seniority. He/she will again accrue seniority when he/she returns to work.

ARTICLE 20 - Drug and Alcohol Policy

See Appendix A.

ARTICLE 21 - Savings Clause

If any provision of this Agreement shall be judged illegal or invalid by a court of competent jurisdiction, or as the result of the decision of an authorized government agency, such decision shall not invalidate the remaining portions of this Agreement. In the event of such a judgment or decision, the Town and the Union will meet to negotiate a mutually satisfactory replacement provision.

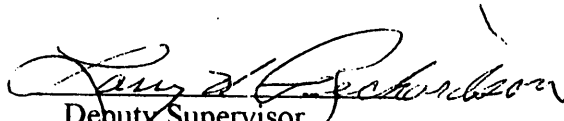
ARTICLE 22 - Legislative Action

The parties agree that any provisions of this Agreement that require legislative action to implement, by amendment of law or funding authorization, shall not take effect until the appropriate legislative body has given its approval.


Agreed, NOVEMBER 9, 2001

For the Town of Cocheton


Town Supervisor


Deputy Supervisor

For the Civil Service Employees
Association


Unit President


Labor Relations Specialist

APPENDIX A

Random Drug and Alcohol Testing Policy

The following amendments to the Town of Cochection Random Drug and Alcohol Testing Policy will constitute the agreement between the Town and the Union concerning random drug and alcohol testing of employees who are represented by the Union. This agreement is not intended to annul or supersede any of the provisions of the collective bargaining agreement (CBA) pertaining to discipline, except as specifically noted.

1. Where there is a conflict between this agreement and/or the collective bargaining agreement, and any of the provisions of the Town's policy, this agreement and/or the CBA will prevail provided they don't diminish the requirements of the Federal Highway Administration Regulations.
2. The Town policy will comply with Federal Highway Administration (FHWA) Regulations.
3. Random drug and alcohol testing of employees who belong to the bargaining unit will be limited to those employees who are subject to the FHWA regulations.
4. The Town may randomly test 50% of the average number of its subject employees annually for prohibited drugs. Such drugs are marijuana, cocaine, opiates, amphetamines, and phencyclidine (PCP).
5. The Town may randomly test 25% of the average number of its subject employees annually for alcohol.
6. If an employee who is on leave is randomly selected for drug and alcohol testing, he/she will not be required to return from leave to undergo random testing. However, he/she may be subject to testing upon returning to work.
7. Subject employees are required to undergo pre-employment (including when an employee transfers into a job subject to random drug and alcohol testing), post accident, reasonable suspicion, random, and return to duty and follow up testing.
8. Only a supervisor or other Town official who has received the training specified in the FHWA Regulations (60 minutes of alcohol abuse and 60 minutes of prohibited drug abuse) may make a determination that an employee should be tested on the basis of reasonable suspicion. Reasonable suspicion that an employee is "under the influence" shall be based on specific, contemporaneous, articulable observations concerning the appearance, behavior, speech, or body odors of the employee. In the event an employee is required to take a drug or alcohol test based on reasonable suspicion, the employee will have the opportunity to consult with a Union representative, provided it will not unreasonably delay the testing.

9. Tests for alcohol shall be performed with an evidentiary breath testing (EBT) device, and testing for prohibited drugs shall be performed by means of a split sample urine specimen. If a test center attendant is present for the Urine collection, the attendant shall be the same sex as the person giving the urine sample.
10. The Town shall provide for the employee's transportation to and from the test site.
11. When an employee is required to submit to random, or post-accident, or follow up drug testing, he/she will have an opportunity to consult with a Union representative, provided it doesn't unreasonably delay the test.
12. Post-accident testing will be performed if an accident involves a fatality, a bodily injury treated away from the accident scene, if the motor vehicle(s) had to be towed away from the accident scene. Necessary medical treatment will not be delayed for the purpose of performing drug or alcohol testing.
13. Post-accident testing for alcohol may be done for up to 8 hours following the accident, and for up to 32 hours for prohibited drugs, following the accident.
14. Employees who recognize that they have an alcohol or substance abuse problem are encouraged to seek a remedy for their problem through the Employee Assistance Program. The employee will be responsible for any rehabilitation costs not paid for by his/her insurance. The employee shall be allowed leave (chargeable to the employee's accruals) for the purpose of participating in remedial treatment. The Town shall have the discretion of approving any additional unpaid leave the employee may require for the purpose of participating in remedial treatment.
15. If an employee tests positive for alcohol or prohibited drugs, the record of such positive result be kept confidential, separate from the employee's regular personnel file, and may not be disclosed without the employee's consent.
16. An employee who tests positive for alcohol during the performance of safety sensitive work, and whose blood alcohol content (BAC) is between .02 and .04 must be relieved from performing the safety sensitive work. Such employee may be reassigned to performing non-safety sensitive work, if available. If such work is not available, the employee will leave the work site. However, he/she may charge his/her leave accruals. An employee whose BAC is found to be between .02 and .04, while performing safety sensitive work, more than once per year, may be subject to formal discipline for misconduct.

17. During the cold weather season (approximately 11/15 through 4/15), excluding occasions when there is a high probability that employees may be called back to work for snow or ice removal, an employee will be allowed three occasions per winter season, without penalty, to decline a call to return to work due to the possibility that his/her BAC may exceed .02. If a fourth occasion arises during the same winter season, and the same employee declines a call to return to work due to the possibility that his/her BAC may exceed .02, such employee will forfeit 4 hours of leave accruals. If a fifth occasion arises during the same winter season, and the same employee is unavailable to return to work due to the possibility his/her BAC may exceed .02, the Town may require such employee to seek the assistance of a substance abuse professional (SAP) to determine whether or not he/she has an alcohol abuse problem. The employee will notify the Town of the outcome of such evaluation, and will be responsible for participating in any required remedial treatment program. Furthermore, the employee will forfeit 4 hours of leave accruals and may be subject to additional discipline in accordance with Article VIII of the CBA.

18. There will be no circumstances for which an employee will be allowed to work in an impaired condition, either due to alcohol or prohibited drugs. In the event an employee attempts to work in such condition, the supervisor or Town official responsible for making a determination of reasonable suspicion will instruct the employee to report for a drug or alcohol test. If the drug or alcohol test indicates a positive result (the BAC must exceed .04), the employee will be suspended without pay for one week. However any additional leave beyond one week, that is required by the FHWA regulations may be chargeable to the employee's leave accruals. In the event a second occasion of reporting for work in impaired condition arises, the Town shall have the option of seeking the employee's discharge from service, pursuant to Article VIII of the CBA.

19. The provisions of this policy may be amended by the mutual agreement of the Town and the Union to address problems that might arise as a result of conforming to the FHWA Regulations.

WORKING SUPERVISOR

DISTINGUISHING FEATURES OF THE CLASS: This position involves the performance of manual labor and maintenance activities and supervising the work of other persons also performing manual labor and maintenance activities. Work is performed under general direction with leeway for using independent judgment in carrying out job duties.

TYPICAL WORK ACTIVITIES:

Cleans and maintains streets, park areas, golf courses and recreation areas;

Excavates and backfills for construction and repair;

Rakes, tamps and shovels asphalt;

Cleans sewage and catch basins;

Installs and maintains traffic signs and markings;

May assist in laying out water mains;

May locate and repair water leaks;

May operate pumps, valves, motors, and related machinery and equipment used
in water or sewage systems;

May assist in the operation and maintenance of water or sewage treatment facilities;

Cleans and maintains buildings;

Plans and supervises the work of other persons performing labor, maintenance,
or related job duties;

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS:

Some knowledge of the common practices, tools, terminology, and safety precautions in one or more of the mechanical trades; ability to perform routine heavy manual work; ability to supervise the work of persons engaged in labor or maintenance activities; ability to understand and follow instructions; ability to keep records and reports; physical endurance; physical condition commensurate with the demands of the position.

working supervisor - cont'd.

2.

MINIMUM QUALIFICATIONS: Two years of experience in a position involving the performance of labor, mechanical, construction, or maintenance activities.

HEAVY MOTOR EQUIPMENT OPERATOR

GENERAL STATEMENT OF DUTIES: Operates one or more types of heavy motor equipment (over 5 tons capacity) and performs a variety of manual tasks in connection with such operations; on assignment may act as oiler on a power shovel; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: Employees in this class have the responsibility for the safe and efficient operation of heavy motor equipment. Operation of this type of equipment entails responsibility for the safety of others. Supervision is usually received from the District Road Maintenance Foreman who assigns tasks and inspects the work in process and upon completion. Supervision may be exercised over road maintainers on specific assignments.

EXAMPLES OF WORK: (Illustrative only)

Operates snowloader, bulldozer, grader, roller, tractor loader, or other heavy motor equipment;

Performs minor repair and maintenance work on equipment;

Operates vehicles equipped with snowplows during the winter months;

Grades banks and slopes and spreads fill in accordance with grade markers;

Operates a roller in the construction and maintenance of roads;

Cuts brush and cleans out ditches and culverts manually or with power equipment;

Maintains vehicle assigned in clean condition (when assigned to power shovel or crane under direct supervision of the power shovel operator);

Lubricates moving parts of power shovel and regularly checks gas, oil and water;

HEAVY MOTOR EQUIPMENT OPERATOR- contd.

Assists operator by giving directions when working in confined or dangerous locations and in loading trucks;

Drives power shovel or crane between job locations;

Assists in changing boom, cables and other alterations necessary for repair or for special operations.

REQUIRED KNOWLEDGES, SKILLS AND ABILITIES: Good knowledge of the operation of rollers, graders, tractors and other heavy motor equipment; ability to make simple repairs to equipment; ability to understand and follow oral and written directions; mechanical aptitude; industry; dependability; good physical condition.

ACCEPTABLE EXPERIENCE AND TRAINING: Two years of experience in the operation of automotive equipment one of which should have been in the operation of heavy motor equipment and graduation from a standard grade school; or any equivalent combination of experience and training sufficient to indicate ability to do the work.

SPECIAL REQUIREMENTS FOR ACCEPTANCE OF APPLICATIONS: Eligibility for a New York State Class I or Class 3 License.